



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Joseph P. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TTY/TDD 510.817.5769  
FAX 510.817.5848  
E-MAIL info@mtc.ca.gov  
WEB www.mtc.ca.gov

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*Scott Haggerty, Chair*  
Alameda County

**ADMINISTRATION COMMITTEE**

January 12, 2011

**MINUTES**

*Adrienne J. Tissier, Vice Chair*  
San Mateo County

*Tom Azumbrado*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*Dean J. Chu*  
Cities of Santa Clara County

*Dave Cortese*  
Association of Bay Area Governments

*Chris Daly*  
City and County of San Francisco

*Bill Dodd*  
Napa County and Cities

*Dorene M. Giacomini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Anne W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sue Lempert*  
Cities of San Mateo County

*Jake Mackenzie*  
Sonoma County and Cities

*Jon Rubin*  
San Francisco Mayor's Appointee

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Amy Rein Worth*  
Cities of Contra Costa County

*Ken Yeager*  
Santa Clara County

*Steve Heminger*  
Executive Director

*Ann Flermer*  
Deputy Executive Director, Policy

*Andrew B. Fremier*  
Deputy Executive Director, Operations

**Attendance**

Chair Bates called the meeting to order at approximately 10:32 a.m. Committee members present were: Commissioners Cortese, Kinsey and Dodd. Commissioners Haggerty and Tissier were present as Ex-Officio voting members. Other Commissioners present as ad hoc members of the Committee were: Chu, Giacomini, Lempert, MacKenzie, Rein-Worth, Rubin and Spering.

**Item 2: Consent Calendar:** It was moved by Commissioner Dodd to accept the following items on the Consent Calendar and seconded by Commissioner Tissier. Motion passed unanimously.

**Item 2a: Minutes**

The Committee received and approved as written the meeting minutes of December 8, 2010.

**Item 2b: Monthly Financial Statements**

The Committee received the following monthly financial reports for the month of November: Report of Operating Income for FY 2010-11 as of November 2010; Report of Operating Expenditures for FY 2010-11 as of November 2010; Report of Capital Projects for FY 2010-11 as of November 2010; FY 2010-11 Contract Services Disbursement Report for November 2010. For the month of November 2010, the monthly financial report listed thirteen (13) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee also received a comparison of the budget vs. actual plus encumbrance salaries and benefits through November 2010.

**Item 2c: Investment Report**

The Committee received the Investment Report for the month of November 2010.

**Item 2d: Funding Agreement Amendment – San Francisco Expansion: City Car Share**

The Committee authorized the Executive Director or his designee to negotiate and enter into a funding agreement amendment with City CarShare to expand car-sharing services in San Francisco, and the Chief Financial Officer was directed to set aside funds in the amount of \$595,529 for such funding agreement amendment.

**Item 2e: Contract Amendment: Pavement Management Technical Assistance Program (P-TAP) Round 12**

- i. Adhara Systems, San Jose, CA (\$175,000)
- ii. Associated Engineering Consultants, Redding, CA (\$56,362)
- iii. AMS Consulting, Pleasanton, CA (\$200,325)
- iv. Capitol Asset & Pavement Services, Salem, OR (\$266,058)
- v. Harris & Associates, Concord, CA (\$299,060)
- vi. Nichols Consulting Engineers, Richmond, CA (\$387,200)
- vii. Pavement Engineering Inc., Petaluma, CA (\$303,285)

The Committee authorized the Executive Director or his designee to negotiate and amend contract amendments, to provide assistance to Bay Area jurisdictions, with each of the firms for the Pavement Management Technical Assistance Program listed above and the Chief Financial Officer was directed to set aside funds up to \$1,687,490 in FY 2010-11 for such amendments.

**Item 3: Contract: Adapting to Rising Tides: San Francisco Bay Area Transportation Vulnerability and Risk Assessment Pilot Project - AECOM**

After hearing comment from JV McCartay (US Air Force retired) as summarized below, and upon the motion of Commissioner Tissier and second by Commissioner Dodd, the Committee unanimously authorized the Executive Director or his designee to negotiate and enter into a contract with AECOM to deliver the San Francisco Bay Area Transportation Vulnerability and Risk Assessment Pilot Project and the Chief Financial Officer was directed to set aside funds up to \$300,000 in FY 2010-11 for such contract.

Public comment from JV McCartay:

Mr. McCartay expressed concern of the massive investments that will be diverted due to infrastructure concerns and runway exposures caused by the Oakland Airport's expectation of a 16' elevation rise in water level by mid century. He noted that the Hayward Airport is considered the main reliever for general aviation at Oakland's North Field, and he questioned the result of preoccupation for the main runway for commercial carriers and commercial traffic and how it will back up runway space.

Chair Bates referred Mr. McCartay's comments to the MTC Regional Airport Planning Committee.

**Item 4: Resolution No. 3241 – Reauthorization of MTC Investment Policy**

Brian Mayhew presented the reauthorization of the MTC Investment Policy.

Chair Bates suggested that MTC review and compare other city and county investment policies prior to next year's presentation of MTC's Investment Policy.

Commissioner Cortese asked for clarification of Alameda County Treasury Local Agency Investment Funds.

Brian Mayhew, MTC Chief Financial Officer responded that every county that allows outside investments into their county investment pool/county treasury has to be set up under a certain state code and policies have to be structured to meet that code. Alameda County falls under this requirement because some of MTC's monies are deposited directly into the county treasury and we draw from it. This action does not propose any changes to the policy adopted by the Commission last year and recommends that the Committee refer the resolution to renew the existing policy for 2011.

It was moved by Commissioner Dodd and seconded by Commissioner Cortese to refer Resolution No. 3241 to the Commission for approval. This motion passed unanimously.

**OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING**

Teri Green, MTC Administrative and Technology Services Director, and Project Manager working with the Association of Bay Area Governments (ABAG) and the Bay Area Air Quality District (BAAQMD), updated the Committee about the office co-location project. She advised that an RFP has been issued for a real estate broker to assist in identifying potential properties in the San Francisco and Oakland markets.

Proposals are currently being evaluated and a recommendation is expected to be brought to the Commission at its January 26, 2011 meeting for consideration and approval.

There being no further business or public comment, the meeting was adjourned at approximately 10:43 a.m. The next Committee meeting date will be on February 9, 2011 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.